



Hillsboro Parks and Recreation Commission Minutes
Regular Session

February 27, 2018 7:00 a.m.
Parks & Recreation Office

The Hillsboro Parks and Recreation Commission met in regular session. Present were Parks and Recreation Commissioners Gwynne Pitts, Ken Phelan, Lynn Scheller, Nickole Vargas, Jon-Michael Kowertz, and Eddie Bolaños; City staff Dave Miletich, Mary Loftin, Alex Richardson, Jeroen Kok, Ryan Myers, Paula Rose, Iris Ringer, Sean Morgan and Karen Edwards; Sergeant Dan O'Loughlin and Kelly McBroom from HPD

Commission Chair Pitts called the meeting to order.

Citizen Communication: None

Minutes:

Motion was made by Phelan and seconded by Scheller to approve the minutes of the Regular Meeting on January 23, 2018 as written. The motion was approved unanimously.

Motion was made by Helzerman and seconded by Bolaños to approve the minutes of the Executive Session on January 23, 2018 as written. The motion was approved unanimously.

Reports/Presentations:

Park Patrol Update: McBroom and O'Loughlin stated the Code Compliance Team members visit and walk through parks often. They patrolled parks 870 times in 2017. There were 106 police reports filed in all parks in 2017. Graffiti vandalism is down but graffiti was the main crime on the reports. Chronic transients are the largest issue in the parks that police have to deal with. The R.I.D. program helps clean up homeless camps. HPD is now tracking transient numbers and locations city wide. O'Loughlin requested that Police assist with designing parks and facilities to avert crime. McBroom was presented with a certificate of appreciation for his work in the parks.

SHARC Programs Update: Myers and Rose reported swim lessons are offered seven days a week for ages six months to seniors. More private and semi-private classes have been added due to customer requests. Homeschool and family swim lessons are also offered. SHARC has forty swim instructors on staff. Swim lesson handbooks are now offered to each participant. The Water Safety Program has added presentations in other locations such as Bienestar, Centro Cultural de Washington County and events. Dive-in movies have expanded to add showings for pre-teens. Swim camps have increased registration numbers. Better training for staff is always a priority.

Planning and Development Updates:

- Kok presented the Rock Creek Trail video and stated the goal is to have a video of all trails and parks so people can view and see any accessibility issues before they go. Access Recreation will create these videos that will be posted on the city website.
- Staff has applied for a Land and Water Conservation Fund Grant for Frances Street Park. If approved, this \$90,000 matching funds grant will add ADA improvements, a picnic shelter and a sand volleyball court to this park.
- The South Hillsboro Open House on February 15, 2018 was a success with over 400 attendees viewing plans and asking questions.

Community Center @ 53rd Update: Miletich reported the design contract was awarded to Opsis Architecture. Miletich thanked the commissioners that attended and Pitts for speaking in support of the community center.

Director/Manager Update: Morgan informed the commissioners that the Friends of the Senior Center donated \$25,000 in matching funds to the Senior Center Endowment. \$10,500 has already been raised for the match.

Helzerman suggested nominating department volunteers for the Chamber of Commerce Award.

Old Business: None

New Business:

Ringer and Richardson brought a draft list of guidelines for PRC approval of special events. The number of events has quadrupled since 2011. There was discussion of the four tier chart that lists the triggers that require PRC approval and what can be approved by staff. Any events with a fenced entry point or that take over an existing park will require PRC approval. Motion was made by Phelan and seconded by Helzerman to approve the guidelines. The motion passed unanimously.

Pitts inquired about the naming policy. Miletich stated that the process to make it a city-wide policy has increased the time needed to finalize the document. It will be considered on the next meeting agenda. Executive Session was cancelled.

Information Items:

Discussed availability for March meeting. Rescheduling a meeting on March 20 was selected.

There being no other business, Commission Chair Pitts adjourned the meeting.

ATTEST: _____
Recorder

Chair